

CONGRESSMAN

**LACY
CLAY**



★ *1st District, Missouri*

For Congress

www.lacyclay.org

Phone: 314.726.6887 P.O. Box 4544 St. Louis, MO 63108

April 3, 2006

Ms. Vicki Hubbard
999 E Street, NW
Federal Election Commission
Washington, DC 20463

Identification Number: C00346080

RE: Year End Report (10/01/05 – 12/31/05)

Dear Ms. Hubbard:

We have used our best efforts to obtain all missing contributor information (mailing address, occupation and name of employer). The process for gathering this information begins immediately upon receipt of the contribution. We send out standard information request post cards, which requests the contributor's name, name of employer, occupation and complete mailing address. The post card indicates that this information is required by federal law. Enclosed is a copy of the post card (front and back) and the pre addressed return envelope enclosed for the recipients' response. Additionally, no later than 30 after receipt of the contribution we research sources we think may be familiar with the contributor for possible contact information, as well as telephone and email directories for the information. These requests are documented in the form of written records.

When we obtain the information from the contributor we file it with our next regular scheduled report an amended memo Schedule A listing all the contributions for which additional information was received. Or we file on or before the next regularly scheduled reporting date, amendments to the report originally disclosing the contribution.

Thank you for your guidance.

Sincerely,

Michelle C. Clay

Michelle C. Clay
Clay Jr for Congress Campaign Committee

RECEIVED
FEC MAIL
OPERATIONS CENTER
2006 APR - 7 A 9:24